

DCID No. 1/18

DIRECTOR OF CENTRAL INTELLIGENCE DIRECTIVE NO. 1/18<sup>1</sup>

RECOGNITION OF EXCEPTIONAL SERVICE TO THE  
US INTELLIGENCE COMMUNITY

(Effective 5 December 1979)

1. Provision for honor and merit awards for exceptional service to the US Intelligence Community is hereby established pursuant to the responsibilities assigned to the Director of Central Intelligence in Executive Order 12036 and National Security Council Intelligence Directives, and to Public Law 83-763 which provides that the heads of departments and agencies may confer honor or monetary awards on those whose superior accomplishments or other personal efforts contribute to the efficiency, economy or other improvements of Government operations or who perform special acts or services in the public interest.

2. *Intelligence Community Medals and Awards*

Intelligence Community honor and merit awards to be conferred by the Director of Central Intelligence upon the recommendation of the National Foreign Intelligence Board are as follows:

a. The *National Intelligence Distinguished Service Medal* may be awarded for distinguished meritorious service or achievement to the United States in a duty of great responsibility within the Intelligence Community, the outstanding accomplishment of which distinctly benefits the interests of the United States and constitutes a major contribution to the foreign intelligence mission of the Intelligence Community.

b. The *National Intelligence Medal of Achievement* may be awarded for especially meritorious conduct in the performance of outstanding service to the United States as a member of the Intelligence Community. The National Intelligence Medal of Achievement recognizes performance of an especially difficult duty in a clearly exceptional manner. The service being recognized must relate directly to the Intelligence Community's mission to provide the intelligence required for national policies and the national security.

c. The *Intelligence Community Certificate of Distinction* may be awarded for sustained superior performance of duty of high value to the Intelligence Community, or for a significant single act of special merit.

d. The *Intelligence Community Meritorious Unit Citation* may be awarded to a unit or group whose collective performance has resulted in accomplishments which are of a clearly superior nature and of significant benefit to the Intelligence Community.

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<sup>1</sup>This directive supersedes DCID No. 1/18 effective 18 May 1976.

### 3. *Presidential Awards*

The foregoing listing of Intelligence Community awards is in addition to the following Presidential awards for which personnel of the Intelligence Community also may be eligible:

The National Security Medal

The Presidential Medal of Freedom

The President's Award for Distinguished Federal Civilian Service

### 4. *Relation to Departmental and Agency Awards*

a. The Intelligence Community medals and awards established in this directive are intended to enable specific recognition of services of particular benefit to the United States in the execution of the Intelligence Community mission, and do not replace any of the medals and awards for which provision is made in departmental or agency regulations.

b. Normally, the same exceptional duty performance which results in the presentation of an Intelligence Community medal or award will not be the basis for a comparable medal or award by the individual organization to which the person receiving the award is assigned on a career basis, but such dual recognition is not precluded.

c. Provision for authority to wear decorations by military personnel and entry of such award on official records will be as determined by the individual Military Departments.

### 5. *Honor and Merit Awards Board*

The National Foreign Intelligence Board will serve as the Honor and Merit Awards Board for consideration of recommendation of the award of Intelligence Community medals. The Director of Personnel, Central Intelligence Agency, will maintain records of recommendations, actions taken and presentation of Intelligence Community Awards. The Director of Central Intelligence may, if he so elects, approve award of the Intelligence Community Certificate of Distinction without prior referral to the National Foreign Intelligence Board.

### 6. *Procedures*

a. Recommendations for Intelligence Community awards may be initiated at any level in any organization of the Intelligence Community.

b. Recommendations will be forwarded by the appropriate member of the National Foreign Intelligence Board to the Director of Personnel, Central Intelligence Agency.

c. No particular format is prescribed, but each recommendation should include the following:

Title of the recommended award;

Name, position title, grade and organization assignment of the nominee;

Inclusive dates of the time period to which the proposed award is applicable;

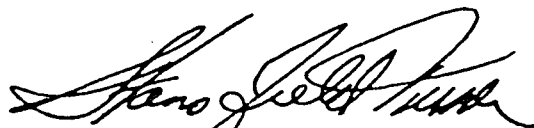
A narrative description of the performance or service warranting the award;

A proposed unclassified citation;

The title and signature of the chief of the intelligence organization submitting the recommendation.

7. *Presentation*

Presentation of the National Intelligence Distinguished Service Medal and the National Intelligence Medal of Achievement will be made by the Director of Central Intelligence, or, if circumstances prevent such, by the head of the organization to which the person receiving the award is assigned. Presentation of the Intelligence Community Certificate of Distinction and the Intelligence Community Meritorious Unit Citation will be made by the head of the organization of assignment of the person or persons receiving the award.



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Director of Central Intelligence